



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Report on Request for Proposals for General Liability Claims Administrator

MEETING DATE: January 21, 1998

SUBMITTED BY: Human Resources Director

RECOMMENDED ACTION: That the Council accept staff's recommendation to retain the services of Insurance Consulting Associates, Inc., for General Liability Claims Administration.

BACKGROUND INFORMATION: On September 17, 1997, Council adopted Resolution 97-147, approving the Self-Insured Claims Management General Risk Management Consulting Contract for liability administration services with Insurance Consulting Associates, Inc. (ICA), and further directed staff to conduct a Request for Proposals (RFP), to determine ICA's position within the competitive market.

An RFP was conducted in October 1997. A total of 5 proposals were submitted. There were no local bids. A board composed of the Administrative Assistant to The City Manager, Finance Director, Deputy City Attorney, Risk Manager, and the Risk Manager from the City of Roseville, reviewed all 5 proposals and interviewed the principals. The review and interview process revealed that ICA maintains a competitive price structure, and provides services most accommodating to the City's needs.

Therefore it is recommended to retain the services of ICA.

FUNDING: Not applicable.

Respectfully submitted,

Joanne M. Narloch, Human Resources Director

cc: City Attorney

Prepared by Marlon Robbins, Risk Manager

APPROVED: _____

H. Dixon Flynn -- City Manager